

**EDUCATIONAL SPACE AT
SERRA MESA-KEARNY MESA BRANCH LIBRARY**

City of San Diego
Commission for
Arts and Culture

RFQ APPLICATION CHECKLIST

Artist #1

Name _____
Address _____
City/State/Zip _____
Phone (Day) _____
Phone (Eve) _____
Fax _____
Email _____

Artist #2 (if team)

Name _____
Address _____
City/State/Zip _____
Phone (Day) _____
Phone (Eve) _____
Fax _____
Email _____

(Attach an additional sheet for more than 2 artists.)

To produce past work in the public realm, I/we have (please check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Worked with structural engineers | <input type="checkbox"/> Collaborated with other artists |
| <input type="checkbox"/> Worked with architects | <input type="checkbox"/> Been commissioned by a public organization |
| <input type="checkbox"/> Worked with landscape architects | <input type="checkbox"/> Been commissioned by a private organization |
| <input type="checkbox"/> Worked with general contractors | <input type="checkbox"/> Installed/had installed exterior/outdoor artwork |
| <input type="checkbox"/> Created construction drawings | <input type="checkbox"/> Worked with durable materials |
| <input type="checkbox"/> Created budgets and timelines | <input type="checkbox"/> Hired subcontractors |
| <input type="checkbox"/> Obtained general liability insurance | <input type="checkbox"/> Obtained worker's compensation coverage |
| <input type="checkbox"/> Obtained input from community groups | <input type="checkbox"/> Presented concepts to approval committees and/or elected officials |

I/We verify that I/we have access to the following technology for communicating with project managers and team members (please check all that apply):

- ☐ Reliable Internet access
☐ Email account(s) with the capacity to receive and send large image files and attachments
☐ Ability to produce digital images via digital photography or scanning
☐ Ability to view digital files such as .pdf and .jpg files
☐ Ability to view CDs and DVDs
☐ Fax
☐ Voicemail
☐ Other technology which I/we believe will easily facilitate communication with design team members. Describe: _____

I/We verify that I/we read and understand all the *Conditions for Submission* as detailed in the RFQ.

Signature(s) _____

Date _____

Enclosed are the following application materials (SEE RFQ FOR DETAILED GUIDELINES):

- ☐ 1 CD or DVD with no more than 20 images
☐ This completed checklist (10 copies)
☐ Professional resume(s) (10 copies)
☐ Professional references (10 copies)
☐ Self Addressed Stamped Envelope (Optional)

Application Deadline:

WEDNESDAY, JUNE 7, 2006 AT 4:00 P.M.

Deliver Applications To:

City of San Diego Commission for Arts and Culture; 1010 Second Ave;
Ste. 555; San Diego, CA, 92101; Attn: Public Art Program - 1st 5 Edu. Space